

O-0005
INSPECT TEAM MEMBERS

CONDITIONS

You are a team leader, and your team is about to depart for a sortie.

OBJECTIVE

Inspect your team members for appearance, safety, and mission readiness.

TRAINING AND EVALUATION

Training Outline

1. It is the team leader's responsibility to ensure his personnel are equipped to perform their job safely and effectively. Although gear purchase is an individual's responsibility, the team leader has the authority to restrict any team member from participating because of uniform or equipment problems. A team member missing critical items, or with unserviceable equipment, might be unsafe, become a burden to his team, or an embarrassment to the Civil Air Patrol.

a. Inspections in the field cannot be as lengthy as a full gear layout (see tasks O-0001 and O-0010). Instead the leader should only inspect those critical items necessary for the performance of the mission, the member's safety, and his appearance.

b. Asking a team member if he is carrying a meal is not an inspection. The leader should ask to see the thing he is inspecting. This eliminates misunderstandings, or memory errors

2. The best way to inspect a unit is to line them up, and announce what items you are going to inspect. That way, they can get the items out before you get to them, which speeds the process up

3. As you inspect, you check each item for *serviceability*. Having a flashlight is good. Having a *working* flashlight much better. Don't assume that compasses point to north, that canteens are full, or that medication is not four years old and stale. Check these things.

4. Utilize the published minimum equipment list to complete the following inspection checklist:

a. Safety -

1) Adequate clothing, food and water. (remember to check orange vests for ground teams and appropriate uniforms for UDF team members)

2) Documentation for any allergies or medical problems? Any medication he needs.

3) Adequate survival equipment in case he gets lost.

4) Is the member overloaded?

5) Is the member sick or fatigued?

b. Mission readiness.

- 1) The equipment needed for this mission (for example, a flashlight and extra batteries for night work, or marking tape for line searches).
- 2) Is all equipment secured on the person, without excess straps hanging off? Is the person's load balanced for hiking?
- 3) Current CAP ID Card, CAPF 101, first aid card, communications certification, State Driver's license and CAP driver's license (if applicable).

c. Appearance.

- 1) Is the member in a complete, clean and serviceable uniform?
 - 2) Has he shaved, washed, etc.?
5. If you find problems, you have to decide how to deal with them. For example, you might be able to find a meal for a team member who doesn't have one. You might not let the team member with an unsightly uniform man a crash site surveillance post in full view of the public, but perhaps he could monitor the radio in the vehicle. But if it is a safety issue, it is your responsibility not to let the team member participate where he could be injured.

Additional Information

More detailed information on this topic is available in Chapter 2 of the Ground Team Member and Leader Reference Text.

Evaluation Preparation

Setup: Provide one member in uniform with appropriate equipment. Ensure there are at least 5 discrepancies from the above categories in the member's uniform or equipment (at least three should be in the equipment).

Brief Team Leader: Tell the team leader to inspect the member, and tell you what problems he finds. Tell him what sort of sortie the member is about to participate in. After the team leader notes the discrepancies, ask him if he would take this team member on the sortie.

Evaluation

<u>Performance measures</u>	<u>Results</u>	
1. The team leader identifies 4 of the five uniform/equipment discrepancies	P	F
2. The team leader correctly determines if the team member can participate in the sortie, and if any corrective actions are needed.	P	F

Student must receive a pass on all performance measures to qualify in this task. If the individual fails any measure, show what was done wrong and how to do it correctly.